

Message for All FSFRC Members, HR Officers and Management Officers

From the Office of Overseas Employment
November 23, 2016

Summary

This message is of concern to all FSFRC members who have accepted or who may be considering accepting employment on a Personal Services Agreement (PSA). All HR staff who process personnel actions should also take note of this important message. The Department of State regrets to announce that we have discovered a temporary personnel software and payroll system incompatibility issue that prevents FSFRC members in non-pay Reserve Status from being paid correctly for work performed on a PSA. The Department of State's new payroll system, the Global Foreign Affairs Compensation System (GFACS), which is being implemented in 2017, will resolve this issue. However, until GFACS is fully implemented, FSFRC members who decide to accept employment on a PSA must first resign from the FSFRC before starting work on that PSA. Any FSFRC members who have already started working on a PSA are being asked to immediately contact **PayIntakeExecutiveCo@state.gov**. Until the Department of State fully migrates to GFACS, FSFRC members who decide to accept employment on a PSA must first resign from the FSFRC before starting work on that PSA; these individuals may then reapply to join the FSFRC during open enrollment.

Background

The Department of State recently discovered some unforeseen systems limitations that make it impossible for FSFRC members in non-pay Reserve Status to simultaneously receive payment for work performed on a Personal Services Agreement (PSA). Although the Department of State's Procurement Executive granted a waiver to permit FSFRC members in non-pay Reserve Status to be hired on a PSA without requiring them to resign from the FSFRC (16 State 90886), unfortunately, its current personnel software and payroll system cannot accommodate this arrangement.

Remedy

The Department of State's new payroll software, the Global Foreign Affairs Compensation System (GFACS), is scheduled for full implementation in the next 9 to 12 months. At that time, we anticipate that FSFRC members will be able to simultaneously accept employment on a PSA without resigning from the FSFRC. However, until GFACS is fully implemented, the interim solution is to provide FSFRC members with the option of resigning from the FSFRC to accept a position on a PSA, or maintaining FSFRC membership and not accepting a position on a PSA. If an FSFRC member chooses to resign from the FSFRC to accept employment on a PSA, he/she will have an opportunity to reapply to join the FSFRC during open enrollment.

Note: Due to the same systems limitations, this is the same process we are currently following for FSFRC members who choose to accept a Civil Service position (i.e., FSFRC members must first resign from the FSFRC to accept a Civil Service position; these individuals may then reapply to join the FSFRC during open enrollment).

We are pleased to announce that the Department of State's migration to GFACS will resolve these systems limitations, therefore eliminating the need for FSFRC members working in a Civil Service position or on a PSA to resign from the FSFRC. We appreciate your patience and cooperation during this interim period.

Reminder

All current FSFRC members who have already started working on a PSA must immediately contact **PayIntakeExecutiveCo@state.gov** to ensure accurate payment. Failure to do so may result in payroll issues. Effective immediately and until further notice, FSFRC members who decide to accept employment on a PSA must first resign from the FSFRC; these individuals may then reapply to join the FSFRC during open enrollment.